

MSFC DIRECTIVES CONTROL BOARD (DCB)
FOR LEVELS 1, 2, AND 3 DOCUMENTATION

Wednesday, May 7, 2003
Building 4200, Conference Room 409
2:00-3:00 p.m.

DIRECTIVES CONTROL BOARD MEETING AGENDA

1) OPENING REMARKS

[A. ROTH/DCB CHAIRPERSON]

SIGN ATTENDANCE LIST

2) DISPOSITION OF LEVELS 1, 2, AND 3 DOCUMENTATION OR
*STATUS DOCUMENTS

[OFFICES OF PRIMARY RESPONSIBILITY (OPR) LISTED AND DCB
MEMBERS (PRIMARY OR ALTERNATE)]

<u>DOCUMENT NUMBER</u>	<u>OPR/OPR Designee</u>
MPD 1200.3F, "Power and Authority Directive for Marshall Space Flight Center (MSFC) Operations"	AD01/Deborah Wills
MPD 1280.1K, "Marshall Management Manual"	QS01/Mary DeMurray(HEI)
MPG 1280.2E, "Process Control"	ED01/Richard Wegrich
MPG 1280.6D, "Internal Quality Audits"	QS01/Warren Woods
MPG 1280.7C, "Servicing"	SD01/Tom Dollman
MPG 1440.2J, "MSFC Records Management Program"	AD01/Annette Tingle
MPG 1490.1K, "Printing, Reproduction, and Self-Service Copying Services"	AD01/Becky Caneer
MPG 8060.1E, "Flight Systems Design/Development Control"	VS01/Robert McKemie
MPG 8730.4C, "Statistical Techniques"	QS01/Kenneth Johnson
MWI 1280.5D-WAV01, "Request for Waiver from MWI 1280.5D"	SD01/Tom Smith
MWI 5100.1C, "Procurement Requisitioners Guide"	PS01/Ray Woods
MWI 5115.1B, "Handling of Unsolicited Proposals"	PS01/Ray Woods
MWI 8730.3B, "MSFC Material Review System"	QS01/Ken Crane
OTHER DOCUMENTS (Contact AD35/Deborah Wills)	ASSIGNED OPR

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3) STATUS OF DCB ACTION ITEMS
[ACTION ITEM ACTIONEE(S) REPORT STATUS]

ACTION DCB03-0002: Meet with Integrated Financial Management (IFM) managers to discuss what IFM management controls are in place, how these controls are/will be documented and determine if the controls and/or documentation satisfies ISO 9001 requirements. Report findings at the next DCB meeting. (Assigned to: Don Miller/QS40)

ACTION DCB03-0003: Review MPG 8730.1D, "Inspection and Testing," with QS, ED and TD to determine if the document is being fully implemented and/or if there are areas ("holes") that are not being covered by this directive. As needed, identify/define scope of problem(s); develop recommendations; and, report findings to DCB. Include Herb Shivers/ED43, James Wyckoff/TD03, and Warren Woods/QS40 on investigation team. (Assigned to: Don Miller/QS40)

ACTION DCB03-0004: Provide explanation/rationale for why ED01 Organizational Issuances are not available to everyone via the Web. Provide report at next DCB meeting. (Assigned to: Herb Shivers/ED43)

ACTION DCB03-0005: Meet with the Senior Management Core Team and Center Direct Reports to work a resolution to the nonconcurrences on MPG 3300.1A, "Dual Career Promotion Process." (Assigned to: Axel Roth/DE01)

4) OTHER